



FAA
Air Traffic Organization

Frequently Asked Questions (From Employee Briefings, April 2006)

Do I need to bid on my position?

No. Every ATO employee whose position has been identified for relocation will be offered an administrative reassignment, with full PCS, to a position in their respective service area at the same grade level, base pay, and with the same general duties and responsibilities they have today.

The ATO is offering employees whose positions are being relocated an opportunity to apply for a different location or group assignment, or to relocate early if they wish to do so. This process is entirely voluntary. Employees who have already made the decision to accept the reassignment to their respective service center have the option of bidding on an equivalent position now rather than waiting for the administrative assignment letter. They also have the option of bidding on a position in a different location or group assignment. The position announcements are open only to ATO employees in service area offices in Anchorage, Boston/Nashua, New York, Chicago, Kansas City, and Los Angeles and former FAA employees eligible for Selective Placement Program consideration. No other applications will be accepted.

When will the bids for the service center positions open and how will they be announced?

Vacancy announcements for positions in System Support, Safety Assurance, Planning and Requirements, and Administrative Services positions opened on April 12 and will close on May 3. Vacancy announcements for positions in Business Services opened on April 21 and will close May 12. They are posted on the FAA website (jobs.faa.gov). All announcement numbers for this group of bids contain the coding "ATO-06-REORG". A notice of the openings was sent to each of the service area directors, with a request that they forward the notice to all service area personnel through their managers and supervisors. An announcement of the posting was also made on the ATO website (www.ato.faa.gov) a few hours after the announcements were posted.

How can I find out my group assignment so that I can determine whether or not I need to bid on the vacancy announcements?

If your supervisor does not have this information, please contact your transition team lead, listed below:

Western Service Area: Kelly Dodge (kelly.dodge@faa.gov)

Central Service Area: Margaret Rendon (margaret.rendon@faa.gov)

Eastern Service Area: Reva Potter (reva.h.potter@faa.gov)

There also are briefings on the website (www.ato.faa.gov) that provide information about the center groups and the functions each group will contain.

How will employees know for which service center a position is intended for since the announcement numbers begin with ASO, AWP, ANE, ACE, ASW, etc.?

The duty location is indicated on the first page. These vacancy announcements are for all three service centers: Atlanta, Ga.; Fort Worth, Texas; and Renton, Wash. Applicants will need to specify their location preference when they apply.

Due to data entry requirements, announcement numbers begin with a regional identifier such as AAL, AGL, etc. The identifier refers to the specific regional Human Resource Management Division responsible for processing the vacancy announcement, receiving applications, and formulating the referral list. At ATO's request, the vacancy announcements were divided by service center group and assigned as follows:

System Support – AAL
Safety Assurance – ASO
Planning and Requirements – AGL
Administrative Services - ANE
Business Services – ASW

If an applicant's current duties fall within the Administrative Services Group, the appropriate vacancy announcement would begin with the 3-letter identifier "ANE", System Support, "AAL", etc.

Will selections for the vacancy announcements take place before employees have to accept/decline an administrative reassignment?

The bids close on May 3 and May 12. We are moving as quickly as we can to make the selections as close as possible to the first wave of administrative assignments. However, a decision on the administrative reassignment letter does not preclude an employee from accepting a selection as a result of bidding on a vacancy announcement. There will be no priority associated with bidding versus waiting for an administrative reassignment letter. Affected employees will be offered a position in their respective service area at the same grade level, and with the same general duties and responsibilities they have today. No one will be bumped out of a job by this process.

Are all service center groups represented?

Yes.

Who can bid on the service center positions?

The bids are open to only ingrade/downgrade candidates and are limited to current ATO employees in service area offices in Anchorage, Boston/Nashua, New York, Chicago, Kansas City, and Los Angeles. The announcements are also open to SPP candidates.

**What is the process for bidding positions in the service center? REVAMP or ASAP?
Are there any special differences of which employees should be aware?**

The announcements are posted on the Internet at <http://jobs.faa.gov>. Applicants can review the announcements; print the application and employment forms, and access the address and telephone information for the responsible Human Resource Management Division. The process for bidding is included in the vacancy announcement. Some may require mailing the application while others can be submitted electronically. The instructions for bidding are included in the vacancy announcement.

Will the ‘best’ positions in the service center be ‘given’ to those already located there?

No. All employees will continue to do the type of work they have been doing, including those already located in the newly designated service centers.

For vacancy announcements in the local area, what priority is given to SPP candidates? Will selection priority be given to candidates affected by this reorganization?

SPP candidates who meet minimum qualifications will be referred with current ATO applicants. Selection priority will be given only to those SPP applicants who also meet the criterion for “well qualified”. Since all ATO employees are being offered a position in the service center for his or her service area, selection priority will not be available to ATO employees affected by the reorganization. With the exception of SPP candidates, the vacancy announcements are, however, limited to employees currently located in service area offices in Anchorage, Boston/Nashua, New York City/Jamaica, Chicago, Kansas City, and Los Angeles/Hawthorne. In other words, those affected by the restructuring announced December 6.

Do AFSS personnel have ‘first dibs’ on bids?

Selection priority will be given to only those SPP applicants who also meet the criterion for “well qualified”.

Will there be any priority given to individuals transferring from a regional office within a service area over those from outside the service areas?

Every affected employee will be offered a position so the selective placement program is not applicable for this restructuring. However, the recently posted vacancy announcements bids are open only to current ATO employees in the six affected regions and to former FAA employees eligible for SPP consideration.

How will the Employee Information Centers work?

The local Human Resource Management Division in each of the affected regions will advise employees how to obtain information about vacancies in the other FAA lines of

business and other federal agencies for which they wish to apply. The types of services provided, location, and contact information will be announced shortly.

Where can we get information about the new areas to which we are moving: homes, schools, etc?

ATO is preparing “welcome packages” that will be available for employees who are relocating. We are considering a suggestion that ATO set up a point of contact in each of the three regional offices to respond to questions from employees and their spouses about the new location. The following websites may also be helpful. Most contain neighborhood maps and a list of schools.

www.fortworthcoc.org/
www.fortworthisd.org
www.fortworthgov.gov
www.metroatlantachamber.com/
www.atlanta.k12.ga.us/our_schools/schools_list/school_list1.html
www.seattlechamber.com
schoolguide.seattletimes.nwsources.com

Are Headquarters vacancies included in the upcoming vacancy announcements?

No. The announcements include only positions for the service centers located in Atlanta, Fort Worth, and Renton (Seattle).

What is the process for employees who want to relocate as soon as possible?

Employees who have already made the decision to accept the reassignment to their respective service center have the option of bidding on an equivalent position now, rather than waiting for the administrative assignment letter. This will expedite the relocation process for those who wish or need to move to their new duty location sooner rather than later.

When selected from the announcement processes, which closes May 3, employees can move in a timeframe agreeable with the service center manager and the employee. PCS can be initiated once the employee is selected and consents to the new position.

Employees can also send a request for early relocation via administrative reassignment from their FAA email address to their Transition service area point of contact or to the Transition Team.

Western Service Area: Kelly Dodge – kelly.dodge@faa.gov
Central Service Area: Margaret Rendon – margaret.rendon@faa.gov
Eastern Service Area: Reva Potter – reva.h.potter@faa.gov
TransitionTeam@faa.gov

What is the timeline for sending the Administrative Reassignment Letters?

Transmittal of Administrative Reassignment letters should begin in the month of May and will continue for the next several months.

How flexible are the pick-up dates (e.g., are the report dates negotiable)?

The management will work with employees to establish the relocation dates, within the window specified in the reassignment letter, based on the needs of the agency and the employee.

Can the service center managers tell you that you don't have to move?

No.

How much notice will employees be given before they have to move?

Agency regulations require that employees receive at least 60 days notice prior to relocating. For this activity, the ATO has decided to increase this notice to at least 90 days. Employees will receive their administrative reassignment letters at least 90 days prior to their designated report date at the new location.

You receive a reassignment letter of July 1, 2006. Family matters make it problematic for you to relocate by that date. Is there a provision on the reassignment letter for you to indicate that you prefer not to go by July 1, 2006, but would rather go on Oct. 1, 2006?

The letter has no provision to indicate an alternate date. Employees with demonstrable special circumstances should be working with their respective supervisors to establish a suitable relocation date on or before Dec. 31, 2006.

When you receive your letter and you sign it within the 15 days, do you have another 90 days before you have to relocate?

Unless you request early relocation, you will have at least 90 days from the date of your administrative reassignment letter before you will be required to report for duty at your new duty station. (See above answer.)

Will ATO consider delaying beyond Dec. 31, 2006 to accommodate people who typically retire the first week in January?

The ATO Restructuring is scheduled to be completed by Dec. 31, 2006. There may be options for employees desiring to extend beyond Dec. 31 through the use of leave. See your local Human Resource Management Division for details.

Are employees who decline the directed reassignment eligible for severance pay?

Employees who decline the directed reassignment and are removed by involuntary separation are eligible for severance pay if (1) they are a career employee on the FAA rolls for at least 12 months before they are separated, and (2) are not entitled to an

immediate retirement annuity (i.e., discontinued service, optional retirement, or retired military.)

Is someone who takes discontinued service eligible for severance pay?

Employees who are eligible for an immediate annuity under discontinued service or optional retirement are not eligible for severance pay.

Can I accept the reassignment and then turn it down later without any penalty to me? Will it impact severance or unemployment benefits/entitlements?

Employees may change their election without any penalty. Qualifications for unemployment benefits are determined by state government offices.

The date for standing up the service centers has moved to June, but the date for completion of relocations is still Dec. 31, 2006. Is this date likely to change?

No, the date is not likely to change. The purpose of the reorganization is to gain efficiencies and cost savings so ATO can continue to provide the services our customers need and take better care of our employees. ATO cannot begin to realize the anticipated efficiencies and cost savings until the centers are in place.

Why was the end of the calendar year chosen versus the end of the fiscal year?

The announcement was made in December 2005. ATO had estimated that it would take one year to stand-up the new organizations and complete the relocations. Full transition is expected to take much longer.

Where can I go, or whom can I call or write, to find information about my PCS entitlements?

We recommend you send your questions to the PCS Inquiry Line at (405) 954-2060. The PCS briefing package used during the employee briefings is also available on the ATO website.

ATO website: www.ato.faa.gov

PCS website: <http://pcs.faa.gov>

Irene Feese, Senior Lead: irene.feese@faa.gov

Pam Shuffield (PCS Lead): pamela.shuffield@faa.gov

Will I have to ‘work for/under’ someone who is already in the new service area, because they were there first?

The group manager positions for each service center are being filled by competitive bid. Those selections should be announced in the next few weeks.

If someone works in ‘budget’ today and doesn’t take any of the other options (e.g., accepts the Administrative Reassignment), will they work in budget in the service center?

Employees will be reassigned to a group with duties and responsibilities for which they are qualified.

When are you going to address impact and implementation bargaining? How can the ATO move forward with establishing the service center when I&I have not been completed?

ATO is aware of and will meet all of its statutory and contractual obligations with the unions representing its employees. We are briefing the transition processes and procedures as they exist today. NATCA and PASS have requested to bargain the impact of the ATO Service Area restructuring. If this results in the modification of any processes, we will brief employees on those changes at that time.

Will I have multiple supervisors during the transition - stand-up and beyond?

You will have only one supervisor, although that supervisor may change. For example, your current supervisor could retire, take another position in the ATO or FAA, or ask to be reassigned to another service center. But, for the most part, employees will continue working for their present supervisor until the relocations are complete.

Don’t the circumstances of these reassignments constitute a RIF rather than a reassignment?

No. ATO is offering an administrative reassignment to each affected employee, at his or her current rate of base pay. Administrative reassignments are not RIFs. They are an OPM-recommended alternative to avoid a RIF.

Will the VERA be extended to overlap the time frame for the Administrative Reassignment letters?

The current VERA expires on April 28 and will not be further extended. However, employees who are subject to involuntary separation due to declining the administrative reassignment may be eligible to retire under optional or discontinued service retirement procedures no later than Dec. 31, 2006. Employees should contact their local Human Resource Management Division for information about this option.

When exactly would pay be reduced to the locality pay and new state taxes for the new area?

The new locality pay and state tax withholdings would change with the first full pay period at the new location.

When will the field reorganization begin and when will we see a structure, particularly the merge of the SMO, ARTCC, and TRACON support personnel.

The field will begin to see restructuring activities in FY07.

Are there different PCS benefits for PASS, NATCA and core compensation employees?

No.

Can unemployment be collected if someone's job is relocated to Atlanta and they do not choose to relocate?

Unemployment compensation is paid by the state, and rules governing eligibility for benefits are determined by the state in which you live.

The areas where the service centers will be located offer several FEHB plans. Can we make a change to these plans before open season because of the relocation?

Depending on the type of plan you are enrolled in, you may be able to select another plan. Your Human Resource Management Division representative will be able to provide this information.

If your spouse is also transferring and is waiting for selection and you have already had to relocate and received a PCS, what is the agency doing to help accommodate the need for the employee to maintain two households?

Under PCS, employees are entitled to a temporary quarters allowance for 60 days. Call (405) 954-1060 for information on this and other PCS issues.

Do you submit a request for an IPP/ERR to the management LOB where you want to go or where you presently work?

Requests for an IPP/ERR go to the manager where you want to go.

What is the specific time, after I receive the Administrative Reassignment letter that I must answer?

The letter will specify that you must return your decision within 30 days from the date of the administrative reassignment letter.

If I decide to decline the Administrative Reassignment, how long can I stay employed with the FAA? How long can I stay in my current position?

The time you would be able to stay in your current position would be at management's discretion, but no less than 60 days from the receipt of the notice and no later than Dec. 31, 2006.

What is the Appeals Process associated with the Administrative Reassignment letter or the Discontinued Service Retirement? Will this information be in the Administrative Reassignment Letter?

There is no appeal process for administrative reassignment. Employees who are separated after declining an administrative reassignment may have appeal rights. Please consult with your local Human Resource Management Division for more information.

If I take retirement through involuntary separation, am I eligible to continue FEHB health benefits at the same cost as employees?

For information regarding FEHB, employees should contact their local Human Resource Management Division.

What is the difference between taking the current VERA and discontinued service if someone's position is moved to Atlanta?

In terms of the annuity and other benefits, there is no difference. Employees who exercise the VERA option must separate no later than May 5, 2006. The discontinued service option may allow employees to remain in their positions longer.

If an employee is eligible to retire and does not want to accept the reassignment, what are the pros and cons of electing "discontinued service" rather than conventional retirement?

For information regarding retirement, employees should contact their local HRMD.

Is someone who takes discontinued service eligible for unemployment benefits even if they qualify for early retirement?

Unemployment compensation is paid by the state, and rules governing eligibility for benefits are determined by the state in which you live.

Do we need HR waivers in order to fill advertised vacancies in Admin Services and/or Business Services?

The ATO Service Center Restructuring has been exempted from the current waiver process.

What is the 'web site'? What is on it?

There are two websites, both of which can be accessed from any computer with a connection to the Internet. The FAA website contains information and news about the entire FAA. It is the official site for FAA vacancy announcements. The ATO website is devoted exclusively to issues and information about the ATO. Most of ATO's important announcements and news about the restructuring are posted on this website.

www.faa.gov

www.ato.faa.gov

What is the difference or the impact if I retire under the VERA or Discontinued Service and come back as a retired annuitant under either of these two systems? I

understand that one has a penalty and under the other does not? Is this correct and, if so, which has the penalty?

If you are reemployed after receiving an annuity based on a discontinued service retirement, and your reemployment is in a position that normally would be subject to retirement deductions, your annuity will be terminated. Your future annuity benefits would then be recalculated based on your separation from the reemployment service.

If you are reemployed after retiring voluntarily under an early optional retirement authority, your annuity will continue, but the amount of annuity applicable to the period of your reemployment will be offset from your salary.

A reemployed annuitant who completes at least five years of service may elect to have his or her annuity recalculated under the law in effect at the time of separation from reemployment. Contact your HRMD for additional information.

I understand there currently is a waiver to the five-year requirement for carrying over your health insurance into retirement. When will that waiver expire?

For VERA offers, the waiver expires at the same time the agency's VERA authorization expires (Dec. 31, 2006). The waiver for discontinued service retirement would have to be pre-approved prior to retiring and employees need to contact the HRMD.

What is being done to assist impacted employees to remain employed within the ATO or FAA if they do not wish to move?

We are working with Human Resource Management to set up an employee information center to inform affected employees about job vacancies that may be available for employees wishing to stay in their local commuting area.

What is the approximate number of people needed in each functional group?

Details on the approximate number of people needed in each functional group are included in the March 2006 ATO restructuring briefing posted on ATO Online. The target numbers, as reflected on page 13 of the briefing, include both federal and contract personnel for the end-state year 2009. These are:

Business Services:	125
Safety Assurance:	157
System Support:	101
Plans and Requirements	457
Administrative Services:	120

These staffing targets will change with process reengineering. The concept of staffing to authorized levels will be phased out as we move to a system of staffing based on funding.

If a person is selected for a field job or a job in the commuting area, will the person be released or required to stay in their present position?

The losing and gaining supervisors will determine the release date, just as they do today.

Are there any entitlements for employees who are not eligible to retire, cannot move or don't move?

Yes. An employee who is not eligible for an immediate retirement annuity may be eligible for severance pay. Your local Human Resource Management Division can provide information about this and other benefits that may be available.

Will we have new supervisors on June 26th?

The service center managers and group managers will all be in place at the time of the stand-up. However, most employees will continue working for the same supervisor they have now until relocated to the service center.

Will an SF-50 be prepared for the stand up on June 26?

We do not believe that the Human Resource Management Division will prepare SF-50s for the stand up.

Is PCS money in place?

Yes. Sufficient funds are available to pay for all employee moves.

If a person has decided to retire, should they decline the reassignment?

Yes. This is one of the choices on the election statement you will be asked to sign and complete.

Who are our administrative leads? Who should we address our questions to?

Refer general questions related to service center structure, group assignments, or equivalent positions to the following Transition points of contact:

Western Service Area: Kelly Dodge (kelly.dodge@faa.gov)

Central Service Area: Margaret Rendon (margaret.rendon@faa.gov)

Eastern Service Area: Reva Potter (reva.h.potter@faa.gov)

For (PCS) questions, call the PCS inquiry line at (405) 954-2060. Information is also available on the PCS website: <http://pcs.faa.gov> or from the following contacts:

Irene Feese, Senior Lead: irene.feese@faa.gov

Pam Shuffield, PCS Lead: pamela.shuffield@faa.gov

If you are reassigned to a service center and within the reporting time you are selected for a position in another location, what happens?

If you are selected for a position in another location you have the option of accepting that position or taking the administrative reassignment.

Is the agency providing information on scoring of schools? Most of the time, you have to pay for it.

No, the agency does not pay for this service.

Is the agency allowing for time off for employees to make arrangements to move?

If you accept the Administrative Reassignment you are entitled to all of the provisions of a full PCS move.

If an employee says they are not relocating within the 30-day period, how is that response given?

The reassignment letter will include an election statement that the employee completes, signs and returns.

If you sign a statement that you do not want to relocate and later on change your mind and want to go, will PCS funds still be available?

PCS would still be available.

Will I get another letter prior to stand up of the organization even if I have already indicated that I do not want to relocate?

Prior to June 26, you will receive a notice assigning you to a team within one of the service center groups. During the in-place standup you will continue to perform similar duties in your current duty location until you choose an option for discontinued service or the possible separation from your position.

Does involuntary separation make me eligible for SPP?

No. Selection priority is available to a permanent employee who has received a reduction-in-force notice. Since all ATO employees are being offered a position in the service center for his or her service area, selection priority will not be available to ATO employees affected by the reorganization.

Should employees set up their profile in the ASAP system before they actually need to use it?

This is optional. However, it will have to be done in order to apply.

In the ASAP application, how many jobs do you go back in your employment history to provide information when applying for a job?

There are five work histories available for input.

Is there any way to go into the ASAP system before you want to actually apply for a job?

No. You have to create your profile first before applying.

In ASAP, if you submit an application and you go back into the system to review it but make no changes, do you have to check “resubmit”?

Yes, because when you opened it, the system thought you were making changes.

Where do I find the HROI?

The Human Resource Operating Instructions are available on this website:

www.faa.gov/ahr/policy/hrpm/hroi/index.cfm

If an employee leaves the agency, can they apply for other federal positions under the FAA’s Interchange Agreement?

FAA does not participate in the ICTAP program. ICTAP preference is for positions in the competitive service. FAA's Interchange Agreement with OPM allows FAA employees to bid on vacancies in the competitive service; however it does not provide them with preference in the selection process as ICTAP does. Information about the Interchange Agreement is available on the following website:

www.faa.gov/ahr/policy/memo/memos/interchg.cfm. We also recommend consulting your HRMD representative.

If a person does not accept the position offered or take another FAA job, they will be involuntarily separated. If they meet the eligibility requirements, they can retire. If they retire, they will not be eligible for severance pay. Is this correct?

Yes, that is correct.

Along with deductions like taxes made from your retirement annuity, do they also take out for the Thrift Savings Plan and health insurance?

Along with taxes, life and health benefits would be deducted as applicable. Once an employee retires, they can no longer contribute to TSP.

If a person separates and receives severance pay what happens with their TSP? Can you continue to contribute to it? Can you roll it over?

Once separated, you no longer can contribute to your TSP. You can move the money from one fund to another; roll it over to an IRA, or withdraw the funds. The following website contains information about the TSP: www.tsp.gov/features/index.html

How can I maintain/manage my TSP if I don’t have access to Employee Express?

Employee Express is accessible from any computer. The URL is <http://www.employeeexpress.gov>. If you don’t have a personal computer there are a

number of libraries that have free computer service. Your TSP can be managed by going to www.TSP.Gov.

If you decide not to relocate and you are offered a job in your present location at a lower grade are you eligible for severance pay?

If you accept a job at a lower grade in your present location, it would be considered a voluntary downgrade and you would not be eligible for severance pay.

For those eligible for severance pay, when will the payments begin?

Severance pay would typically begin three pay periods after the date of the effective date of separation from the agency.

You are in a position designated to relocate to a Service center. They presently are canvassing for all available positions. If a position is found that you are qualified for and that you want, do you have to bid on that position?

If this is a different position from the one in your administrative reassignment, then whether you have to bid on that position depends on if the gaining organization wants to bid the position, and if you meet all of the qualifications and requirements to fill the position.

Some jobs have a window to bid on them. Are these going to apply to these new vacancies also?

The “window” for bidding on the recently advertised ATO-06-REORG announcements is April 12 through May 3, 2006, and April 21 through May 12, 2006. Each announcement will specify the opening and closing dates.

I’m confused about the time frame. I received a letter of reassignment and my pick up date is Dec. 1. Is my separation date Dec. 1 as well if I choose not to accept the new position?

The service center manager will have authority to establish relocation and separation dates, based on the needs of the agency and the employee. However, the aim is to complete the process not later than Dec. 31, 2006.

When you say 90 days, does that mean I will be working those 90 days where I am presently working? Where are the allowances for me to look for a house, etc?

You will continue working in your present location until relocated to the new duty station. If you accept the directed reassignment, all the provisions of a full PCS will be afforded to you, including a house-hunting trip.

Employees with 20 years of service get three weeks of severance pay adjusted 2.5 percent for each 3 months over the age 40. Does this start at your age or date of service? Is this capped to your annual salary (base pay + locality pay)?

The basic severance pay allowance consists of –

- One week of pay at the rate of basic pay for the position held by the employee at the time of separation for each full year of creditable service through 10 years;
- Two weeks of pay at the rate of basic pay for the position held by the employee at the time of separation for each full year of creditable service beyond 10 years; and
- Twenty-five percent of the otherwise applicable amount for each full three months of creditable service beyond the final full year.

The basic severance pay allowance is augmented by an age adjustment allowance consisting of 2.5 percent of the basic severance pay allowance for each full three months of age over 40 years.

An employee may not receive a total of more than 52 weeks of severance pay during his or her lifetime. Severance payments must be made at the same pay period intervals that salary payments would be made if the recipient were still employed and are accrued on a day-to-day basis.

If you are entitled to an immediate annuity you cannot collect severance pay.

If I presently have X number of hours of annual leave this year plus 240 on the books, do I get paid for it all?

Yes, less taxes, usually within two pay periods after separation.

Unused comp time payment is capped at 160 hours, will the rest of the comp time (over the 160 hours) be forfeited?

If you are not represented by a bargaining unit and have over 160 hours of comp time you should be receiving pay for it as you earn it. The various Collective Bargaining Unit Agreements govern the amount of comp time that can be accrued.

I am involuntarily leaving the FAA, and I am forced to retire on Social Security. Am I entitled to unemployment?

Unemployment compensation is paid by the state, and rules governing eligibility for benefits are determined by the state in which you live.

If you are under FERS and you choose a deferred retirement, can you get severance pay?

You may be eligible to receive both a deferred annuity and severance pay. For example, you may receive severance pay at the time of separation and receive a deferred annuity at a later date, provided you meet the requirement for each option. Your HRMD representative can tell you what the requirements are and whether or not you meet those requirements.

Who decides if you can apply for a deferred annuity?

This is determined by the retirement plan you are under (CSRS or FERS). The following websites are an excellent source of information:

www.faa.gov/ahr/Life/Retire/FERSeligibility.doc
www.faa.gov/ahr/competitive/chart.cfm
www.faa.gov/ahr/competitive/conferencefaq.s.cfm#7
www.faa.gov/ahr/Life/Retire/CSRSRetirement.doc

Are your benefits deferred until you are 62 and then your annuity begins?

Please refer to the websites above or consult your HRMD representative.

If you leave government service and you have spent more money than you put into the Flexible Spending Account, do you have to pay that money back?

No you do not have to pay the money back.

If I go out on CSRS discontinued service, and if I am reemployed as a temporary government employee, can I contribute money towards my retirement?

If you are reemployed after receiving an annuity based on a discontinued service retirement, and your reemployment is in a position that normally would be subject to retirement deductions, your annuity will be terminated. A reemployed annuitant who completes at least five years of service may elect to have his or her annuity recalculated under the law in effect at the time of separation from reemployment. Confirm your personal situation with the local HRMD.

If I am under CSRS, and I don't have the needed age, can I take a VERA without a penalty?

No, your annuity will be reduced by 2 percent for every year you are under age 55.